

Peer Coaching / Collaborative Team Meeting – Observation Form

Date: _____ **School:** _____ **Observer:** _____

Time session started: _____ **Time session ended:** _____

Tasks Observed	Peer Coaching Groups Observed (check tasks that the principal and specific groups participated in during this session)						
	Principal	Group A	Group B	Group C	Group D	Group E	Group F
Plan a lesson.							
Share desired student outcomes.							
Ask for ideas about student outcomes, concepts, organizing students for a lesson, or assessment ideas.							
Study student work; decide what to do next.							
Share how students responded to tasks.							
Share/show materials to be used or that have been used.							
Rehearse a lesson.							
Ask questions for clarification in response to partner's questions.							
Watch video tape of a lesson.							
Decide when to meet next and what task to work on.							
Record this session on minutes.							
Set time to observe/teach.							
Fill out/complete individual implementation log							
Enjoy studying, learning & working together.							

Additional notes/observations/comments: